



**Goddard Toastmasters**  
 Club 3496  
<http://toastmasters.gsfc.nasa.gov/>  
 Area 42, Division D, District 36  
<http://www.district36.org/>  
<http://www.toastmasters.org/>



Date	10-03-2012 Wednesday	Time	12:00 PM – 01:00 PM	Location	Building 22, Room 128
Invited	Title	Present Y/N	Invited		
Esther Woodward	President	Y	Nick Collins	Y	
Javier Ocasio-Perez	VPE	N	Tim McClanahan	N	
Ron Jones	2011 – 2012 President	N	Locksley Haynes	Y	
James Peachey	2010 – 2011 President	Y	Terry Kucera	Y	
Amy Forinash	VPM	Y	Nick Collins	Y	
Agenda				Facilitator	
1.	Welcome & role call			Esther	
2.	Division Humorous Speech Contest on Sunday October 28 <sup>th</sup> .				
3.	Update membership status			Tim	
4.	Tim sent out individual emails to civil servants and contractors that need to pay TM dues.				
5.	Club decided that civil servants who have not paid dues will lose Goddard Toastmasters membership in spring.				
6.	At this time				
7.	Finance Where we stand? Tim was not present.			Tim	
8.	Mentoring new members Status/Update: Review some basic <i>Mentoring Guidelines</i> (It is important to keep the new Toastmasters fire burning!) Javier: Nick: QC Huynh (2 <sup>nd</sup> speech) Amy: Dorlisa Hommel Locksley: Ritter, Sheila Terry: Ken Wagner (?) Tim: Maureen P Madden (Ice Breaker) Esther: AbouTraore (Ice Breaker, 2 <sup>nd</sup> speech 10/24)  <u>Mentoring Ideas:</u> <u>Ask mentee what type of mentoring style they prefer?</u> <u>Suggest that the mentee sign up for their speech. This may encourage them to write it, if they have signed up.</u> <u>Keep encouraging mentee to achieve their goals.</u>			ALL	
9.	Unload some of Nick's responsibilities Drop: TM Meetings Video ..... <u>Request a volunteer to perform Video Taping role in the meetings.</u> <u>Terry Kucera will replace Nick Collins as Goddard TM webmaster.</u>			Nick/Esther	

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10. Amy's confusion with the disconnect between Javier's schedule for meeting roles and the website sign up for meeting roles. 11. <u>Need members with roles assigned in spreadsheet to update the schedule on the website.</u> 12. <u>Will ask members at the end of each meeting to volunteer for a role for the next toastmaster meeting.</u> 13.	Amy
14. Goals 7 and 8 are up to date? 15. <u>Amy has spoken to two individuals who has indicated an interest in joining the club.</u>	Amy
16. Goals 2 to 4 need to revisit 17. <u>May need to find a backup for Colvin Bert in achieving Goal 2.1.</u> 18. <u>Need to find a member for goal 2.2.</u> 19. <u>Need to find members to help complete goals 3 and 4.</u> 20.	ALL
21. Terry's concerns..... 22. <u>Terry will not attend TM meetings on October 31th and November 14<sup>th</sup>. Nick will fill in for SAA duties on those days.</u>	Terry
23. Goal 10a One Semi Report What report TM refers to?	Need Ron assistance
24. Distinguished Club Status – see below	ALL
25. Status updates/other business/Clarification/Action Items:	ALL
26. <u>Javier Ocasio will replace Tim McClanahan as TMOD on October 10<sup>th</sup>.</u>	

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**Distinguished Club Program (DCP)**

Goal 1: CC Awards (2)	1. Amy Forinash (CC) 2. Terry Kucera (CC) 8/23/212
Goal 2: CC Awards (2 more)	1. <b>Colvin Bert (CC)</b> 2. xxx (CC)
Goal 3: AC Awards (1)	1. xxx
Goal 4: AC Awards (1 more)	1. xxx
Goal 5: CL/AL/DTM (1)	1. Ron Jones
Goal 6: CL/AL/DTM (1 more)	1. James Peachey
Goal 7: New Members (4)	1. Maureen P Madden 7/11 application=yes & dues 2. Ken Wagner joined 7/25 application & dues = yes

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	3. Dorlisa Hommel joined 7/25 application=yes & dues
	4. QC Huynh joined 8/8 & dues = yes
Goal 8: New Members (4 more)	1. Aboubakar Traore joined 8/29 & dues=yes
	2. ??
	3. ??
	4. ??
Goal 9a: Officers TLI	1. Nick - 6/16
	2. Amy - 6/16
	3. Esther - 6/16
	4. Locksley - 7/14
	5. Javier - 7/14
	6. Terry - 7/22
Goal 9b: Officers TLI (Dec 2012?)	1.
	2.
	3.
	4.
Goal 10a: One Semi Report	
Goal 10b: Officer List (2012-2013)	1.Recd
	2.Recd
	1 YES! (Submitted 06/22/2012)

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Action Item	Person(s) Responsible	Status	Due Date
<a href="#">Discuss with Tim Mcclanahan about who has access to Google spreadsheet.</a>	<a href="#">Amy Forinash</a>		<a href="#">11/2012</a>
<a href="#">Terry Kucerea email Esther Woodward the updated spreadsheet with meeting assignments.</a>	<a href="#">Terry Kucera</a>		<a href="#">11/2012</a>
<a href="#">Esther Woodward email club members the updated meeting assignment spreadsheet.</a>	<a href="#">Esther Woodward</a>		<a href="#">11/2012</a>
<a href="#">Email Area Governor form clarification of DCP goals 10a/10b.</a>	<a href="#">Amy Forinash</a>		<a href="#">11/2012</a>
<a href="#">Submit Advance Leadership Bronze application.</a>	<a href="#">James Peachey</a>		<a href="#">11/2012</a>
<a href="#">Add October 31th Speak-a-thon to meeting schedule.</a>	<a href="#">Nick Collins</a>		<a href="#">10/2012</a>